

BOARD OF ELECTIONS FOR NEW CASTLE COUNTY
Carvel State Office Building
820 N French Street
Wilmington, Delaware 19801

MINUTES OF BOARD MEETING OF SEPTEMBER 13, 2007

Members Present:

Mr. Austin	Mr. Kuhrt
Mr. Brady	Mr. Lanoutette
Mrs. Dudlek	Mr. Sterling
Mr. Krzyzanowski	Mrs. Whittington

Mr. Albence, Administrative Director
Mr. Sholl, Deputy Administrative Director
Mrs. Manlove, Commissioner of Elections
Mrs. Rodgers, Election Office Manager

1. Mr. Kuhrt called the meeting to order. Mr. Sterling made a motion to approve the minutes from the 6/19/07 meeting. Mr. Brady seconded the motion. Motion passed unanimously.
2. Mr. Albence reviewed the Financial Report for the previous month as well as other financial information. Major points included:
 - Significant expenditures thus far this fiscal year have included the purchase of polling place cards, address confirmation cards, and paper rolls for the voting machines.
 - Mr. Albence noted that he and Mr. Sholl have noticed that the supply expenditures are a bit high based upon the percentage of the fiscal year that has passed. The Department will closely monitor this expense area.
3. Messrs. Albence and Sholl informed the Board of the following upcoming elections:
 - September 25 – DE City Referendum
 - November 6 – Christina Referendum
 - November 10 – Trustees of New Castle Common
 - December 8 – Trustees of New Castle Common Run-Off (if necessary)
 - February 5 – Presidential Primary
4. Mr. Sholl discussed the activity on the Department's website. Activity remains at a low level because there is no General Election this year.
5. Mr. Sholl reported the following information about staff training:

- Election Center CERA program:
 - Barbara Lippincott has graduated from the program.
 - Anthony Albence has begun his certification program at the Election Center's national conference in New Orleans in August.
- Other Training/Continuing Education:
 - Howard Sholl participated in a continuing education program at the Election Center national conference.
 - Anthony Albence, Howard Sholl, Robin Rodgers and Sarah Denzmore will attend UOCAVA training at Dover Air Force Base on 9/20.
 - Howard Sholl will participate in an EAC UOCAVA conference in Washington on 9/24 (federal funds).

6. Mr. Albence updated the Board on a new absentee ballot printer that the Department received for the Premier Election Systems (formerly Diebold) absentee system. Premier staff will offer training on new software that they will install following the Presidential Primary election, most likely at their headquarters in Canton, OH.

7. Mr. Sholl informed the Board that HR 811 is awaiting action by the House of Representatives. A number of amendments will have been offered, a number of which (most likely) will delay or prevent passage of the bill. Senate Bill 1487, a more comprehensive reform bill, remains in committee. No legislation is pending before the General Assembly at his time.

8. Mr. Albence informed the Board of upcoming new community outreach initiatives of the office planned over the next several weeks.

9. Mr. Albence informed the Board that the Department has made an offer to a candidate to fill the Senior Application Support Specialist position. The new staff will begin service on or about October 1st.

10. New Business

- a. Mr. Sterling moved, and Mrs. Dudlek seconded a motion to authorize that the Department use the Carvel State Office Building as a polling place for referenda elections. Motion passed unanimously.
- b. Mr. Austin moved and Mrs. Dudlek seconded a motion to change the November meeting date to Thursday, 11/8/07. (This change was necessary due to the November 6, 2007 Christina School District referendum.)
- c. Messrs. Albence and Sholl presented to the Board a proposed meeting schedule for 2008, and asked the Board to consult their calendars to ensure their availability to meet. The Department will ask the Board to approve their 2008 schedule at the 10/2/07 meeting.

11. Board Removals

- a. Mr. Sterling moved and Mr. Lanoutte seconded the motion to remove 216 names from the voter registration rolls due to a move out of state. Motion passed unanimously.
- b. Mr. Austin moved and Mrs. Dudlek seconded the motion to remove 81 names from the voter registration rolls as a result of the address verification process. Motion passed unanimously.
- d. Mr. Sterling moved and Mr. Brady seconded the motion to remove 5 names from the voter registration rolls due to personal requests. Motion passed unanimously.
- e. Mr. Brady moved and Mr. Sterling seconded the motion to make 23 corrections to birth years noted in voter registration records. Motion passed unanimously.

12. Mrs. Manlove provided the following update from the Commissioner of Elections (CoE) office:

- Two staff members from the CoE also received their CERA certification at the recent Election Center Conference and that she completed a continuing education course at the same conference.
- Stan Anderson's move to the Senior Application Support Specialist position in the Commissioner's office is working well... Stan continues to provide support to the Department as needed.
- Mrs. Manlove is working on finalizing the arrangements for the training that Premier Election Systems will provide at their headquarters in Canton, OH.
- She participated in a radio talk show with U.S. Rep. Rush Holt RE: HR 811.
- The Commissioner's Office is undergoing an audit of Federal (Help America Vote Act) funds.
- The Commissioner's Office is interviewing for two new positions.

13. Mr. Austin moved the meeting be adjourned. Mr. Brady seconded the motion. Motion passed unanimously.

Respectfully submitted,

Noel H. Kuhrt
Secretary

Next Meeting: Tuesday, October 2, 2007